

ELK GROVE COMMUNITY SERVICES DISTRICT
REVISED MINUTES OF A REGULAR BOARD MEETING
Tuesday, August 5, 2003 – 6:30 p.m.
EGCSD Administration Building

ATTENDANCE:

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright.

General Manager Rita Velasquez, Fire Chief Keith Grueneberg, Administrator of Parks & Recreation David Wigginton, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President McElroy called the meeting to order at 6:32 p.m.
2. Director Wright led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. Rita Velasquez introduced Greg Kane, the newest reporter from the Elk Grove Citizen who will be covering future CSD Board meetings.
2. Rita presented to the Board a plaque of appreciation from the Chamber of Commerce for the District's support of the annual Salute to the Red, White & Blue event. A plaque of appreciation from the Strauss Festival Committee was also presented to the Board thanking the District for being a sponsor of the 2003 event.

C. COMMUNICATIONS FROM THE PUBLIC

1. NONE

D. DEPARTMENT HEAD REPORTS

1. General Manager Report – Rita Velasquez reported although there is no direct impact on the CSD with the recent signing of the State budget by the Governor, staff will monitor ongoing litigation that may affect the State's budget and its impact on special districts. The Elk Grove Regional Park operations and maintenance agreement will be agenda for Board approval at their next meeting. CSD's response to the Laguna Ridge Environmental Impact Report has been forwarded to the City; David and Rita will be meeting with developers on parkland issues in that area. Staff received certificates of appreciation from Elk Grove Unified School District for their participation at the Recreation Summit. With Board approval tonight of an agreement with the Wilton Fire Protection District, staff will formally start providing accounting and payroll services to that Fire Protection District.

As for facilities, Rita stated the title search has been completed for the water line with regards to the Administration Building fire sprinkler system and interior changes; the engineer will finalize the plans for the water line. The nine remaining tilt-up walls have been poured at the Barbara Morse Wackford Aquatic/Community Complex site and will go up the middle of next week; the slab was poured today for the community center and the teen center as well as footings for the classrooms; weekly meetings will continue to monitor the progress of the project.

2. Administrative Services Department – Jeff Ramos stated comments and recommendations received from the Budget Committee last week were incorporated into the final fiscal year 2003–04 budget scheduled for approval tonight. Meetings continue with the Library Group on the library plans. An agreement has been signed with EPS for preparation of a nexus study to update park and fire fees for the East Elk Grove Finance Plan; the final update will be forwarded to the City Council for approval. Year–end reports will be forwarded to the Board once year–end general ledger postings are complete; staff is waiting for property tax allocations from Sacramento County.
3. Parks & Recreation Department – By way of the Recreation Division, David Wigginton reported a 95% customer satisfaction rating was received on evaluations for the swimming program; 26 head coaches were certified through the National Youth Sports Coaching Association; summer adult softball league has 86 teams this season; 12 teams participated in the volleyball program; 105 people participated in the first annual Elk Grove Community Camp Out at Elk Grove Park; Teen Adventure Camps ended on July 31 after a very successful summer; free ice cream was enjoyed by all at the Hot Summer Safety Night co–sponsored by the District at Mix Park; and 28 participants received financial assistance through Operation Clyde.

For the Planning, Design, and Construction Services Division, construction has began on Hawkins and Fleming Parks; construction will begin shortly on the Jungkeit and Rau Parks; and 31 projects were submitted and reviewed by staff.

Under Facility Operations, the Pavilion facilitated the Chamber's Fourth of July event, five wedding receptions, a wine tasting event, and the Strauss Cast party; the Laguna Town Hall had a very busy month facilitating five wedding receptions, a Chamber luncheon, a wedding, and the Teen Evening Out Concert Nights.

4. Fire Department – Chief Grueneberg reported due to a switch to a new data recovery system, staff was unable to retrieve the number of incidents for the past month. As a result of over 130 calls along the Interstate 5 corridor since May, staff has been busy working with Cal Trans to mitigate the issue. Staff will forward an update to the Board after tomorrow's meeting with Cal Trans and environmentalists.

Last month, crews visited five neighborhood block parties; conducted fire extinguisher training for the community; facilitated two fire station tours; inspected 17 child safety seats; co–hosted Hot Summer Safety Nights with the Parks Department; and hosted Sierra Adoption Services and FOX 40 TV's taping of a segment called "A Place called Home" at Station 72.

Finally, Keith reported engine companies are busy tonight visiting 19 block parties for National Night Out. This coming Thursday morning, firefighter Mark Wellendorf will be featured in a segment on ABC News of singing fire fighters.

E. CONSENT CALENDAR

1. The Board approved the minutes from the July 22, 2003 Special Board meeting. Mulberg–Wright, unanimous.
2. The Board received and filed a letter of appreciation to the Elk Grove CSD Fire Department from Albert Najera, Chief of Police for the City of Sacramento.
3. The Board approved Resolution No. 2003–56, for a lot line adjustment conveying 325 square feet of Tributary Pointe Unit A, Lot F (Simpson Park) in exchange for a \$700 reimbursement from John Mourier Construction. Mulberg–Wright, unanimous.
4. The Board authorized the General Manager to approve a not–to–exceed cost of \$22,500 for MFDB Architects to perform preliminary design work for the relocation of Fire Station 72 in East Franklin. Derr–Wright, unanimous.
5. The Board approved the Agreement to provide Financial Management Services to the Wilton Fire Protection District. Mulberg–Wright, unanimous.

6. The Board received and filed the Fiscal Year 2002-03 Annual Report for the Parks and Recreation Department.

F. ADVERTISED PUBLIC HEARINGS

1. The public hearing to adopt, or adopt with modifications a revised fee schedule for Ordinance No. 8, cost recovery for park and landscaping plan check and review services was opened at 7:15 p.m. With no comments received, the public hearing was closed. The revised fee schedule was adopted as outlined in Exhibit A. Wright-Derr, unanimous.
2. President McElroy opened the public hearing to approve Resolution No. 2003-59, ordering, confirming, and levying the Fiscal Year 2003-04 annual assessment within the boundaries of the District Wide Landscape & Lighting Assessment District and its zones of benefit pursuant to Resolution of Intention No. 2003-29 as recommended by staff and the Budget Committee at 7:45 p.m. With no comments received, the public hearing was closed.

Jeff Ramos presented an overview of changes made to the final budget as directed by the Board. After some discussion, the Board approved Resolution No. 2003-59, ordering, confirming, and levying the Fiscal Year 2003-04 annual assessment within the boundaries of the District Wide Landscape & Lighting Assessment District and its zones of benefit pursuant to Resolution of Intention No. 2003-29; and approved Resolution No. 2003-60, adopting the FY 2003-04 Final Budget for the District Wide Landscape and Lighting Assessment District. Due to a delay in the District Engineer receiving the final roll information from Sacramento County, staff will come back at the first meeting in November with the revised EDU totals and recommendations on how any excess revenues should be used. *Derr-Mulberg, Perez, Wright - yes; McElroy - no.*

3. President McElroy opened the Advertised Public Hearing to approve, or approve with modifications Resolution No. 2003-61, adopting the Fiscal Year 2003-04 Final Budget for the Elk Grove Community Services District at 8:00 p.m. With no comments received, the public hearing was closed.

Rita Velasquez stated she was pleased to report the following changes to the budget remain within general fund allocations identified in the approved update Master Plan financial documents which ensures the continuation of quality services the CSD is known for:

- a) Power Uncertainty Reserve – per Board direction, staff reallocated \$100,000 of this reserve to the BMW Complex reserve and \$50,000 to establish a Fire Station 74 Renovation reserve;
- b) BMW Complex FFE – per Board direction, staff removed the \$319,495 Contributions from Other Funds, Account 9791, funding for BMW Complex FFE in P&R Department's sub budget 02 and used BMW Start-up Reserve Funds, which were allocated to the 01 sub budget in the preliminary budget;
- c) Encumbrances (projects that have begun and not completed or items ordered and not received) have been revised to reflect the actual amounts based on end-of-year reconciliations;
- d) Rollover funds and their recommended distributions whether encumbered or reserve are included based on end-of-year reconciliations; and
- e) Reserve allocations, increases, and usage are included.

The Board approved Resolution No. 2003-61, adopting the Fiscal Year 2003-04 Final budget for the Elk Grove Community Services District; updates to the budget will be forwarded to the Board based on direction received tonight with regards to the Fire Training Facility and Fire Station 74. The Board authorized the bidding of items budgeted in excess of the General Manager's authorized amount, with award of bids by the Board at future meetings. Wright-Derr, unanimous.

4. The Advertised Public Hearing to adopt the Land Use and Development Plan for the Wright Park in East Elk Grove was opened at 8:25 p.m. With no comments received, the public hearing was closed. The Board adopted the Land Use and Development Plan for Wright Park; adopted Resolution No. 2003-57, certifying the negative declaration for the park; and certified the exemption from AB 3158 environmental review fee for the park. Derr-Perez, McElroy, Mulberg – yes; Wright – abstain.

President McElroy proceeded to open the Advertised Public Hearing to adopt the Land Use and Development Plan for the Amundson Park in Elk Grove West Vineyard at 8:35 p.m. With no comments received, the public hearing was closed. The Land Use and Development Plan for Amundson Park was adopted by the Board, as was Resolution No. 2003-58, certifying the negative declaration for the park. The Board also certified the exemption from AB 3158 environmental review fee for the park. Mulberg-Derr, McElroy, Perez – yes; Wright – abstain.

5. The Advertised Public Hearing to hear and consider objections or protests, if any, from property owners liable for assessment and to modify the itemized report (Attachment “1”) if deemed necessary was opened at 8:37 p.m. With no comments received, the public hearing was closed. The Board approved Resolution No. 2003-55, approving the itemized report (Attachment “1”) on the parcels subject to special lien and assessment due to the abatement of weeds by the Elk Grove Community Services District. Derr-Perez, unanimous.

G. PUBLIC HEARINGS

1. NONE

H. STAFF REPORTS

1. The Board certified the results of the property owner balloting within Lakeside, Benefit Zone 5, and approved the increased assessment rate of \$195.00 per Equivalent Dwelling Unit to fund the operations and maintenance of Phase II of Johnson and Caterino Parks. Derr-Mulberg, unanimous.
2. The Board awarded the subcontractor bids for various items of work for the William Perry Schulze Fire Training Facility for the amount of \$2,079,638 plus \$133,054 contingency. The funding plan which insures the entire training facility be built in one phase and renovation of Fire Station 74 was approved by the Board as proposed by staff. Perez-Derr, unanimous.

I. BOARD OF DIRECTORS BUSINESS

1. The Board reviewed the candidates for Alternate Special District Commissioner to LAFCo and cast their vote for Michael Seaman. After reviewing LAFCo’s request to approve a change in the methodology for cost allocating to special districts, the Board cast a “Yes” vote for the change. Mulberg-Derr, unanimous.
2. Director Wright expressed her appreciation to the Parks and Recreation Department for the Annual Report to the Board of Directors featuring highlights of each division in the Department, and commended staff on an outstanding job.
3. In response to Director Derr’s inquiry as to when the existing PA system will be fixed, Rita stated the upgrading of the audio and visual systems in the Board Room would be incorporated into the concept plans of improvements to the CSD Administration Building being prepared by MFDB Architects.

J. COMMUNICATIONS FROM THE PUBLIC

1. NONE

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. Director Mulberg stated he received a call from Frank Otto, who until recently had provided entertainment for the Senior Center tea dances. Mr. Otto inquired as to why the dances were discontinued and asked for the CSD's assistance to see if the tea dances can be reinstated.

Director Wright reported the tea dances put on by the Senior Center were discontinued because they were not well attended by the seniors of Elk Grove and there was more of an expense and work effort that was derived out of having the dances.

L. ADJOURNMENT TO EXECUTIVE SESSION

1. The Board adjourned to an Executive Session at 8:45 p.m.

M. EXECUTIVE SESSION

A closed session was opened at 8:50 p.m. to discuss the following item:

1. Conference with Property Negotiator – Land Negotiations
APN: Portion of 132-0020-037 – Poppy Ridge Road (Fire Station 72)
(Government Code Section 54956.8)

N. REOPEN REGULAR MEETING

President McElroy reopened the regular Board meeting at 9:06 p.m.

O. ADJOURNMENT

With no further business, President McElroy adjourned the regular meeting at 9:07 p.m.

Respectfully submitted,

Rita K. Velasquez
Secretary of the Board